

The Kentucky Board of Licensure for
Marriage and Family Therapists
August 28, 2014
Minutes

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on August 28, 2014.

Board Members Present:

Ms. Jane Prouty, Chair
Mr. Brien Hill
Ms. Mary Ellen Yates
Ms. Mary Badami
Ms. Marie Ruf

Board Members Absent

Ms. Carolyn Miller-Cooper

Occupations and Professions:

Marcia Egbert, Board Administrator

Office of the Attorney General:

Angela Evans, Board Attorney

Visitor:

Dave Clapper

The August 28, 2014 meeting was called to order by Board Chair Jane Prouty at 1:00 p.m.

The Board reviewed minutes from the July 24, 2014 Board meeting. Following review and discussion, Marie Ruf made a motion to accept the minutes with revisions. Mary Ellen Yates seconded the motion. The motion carried unanimously.

The Board reviewed the FY14 Monthly Financial Reports for July 1, 2013 through July 31, 2014. Marie Ruf asked Ms. Egbert to check on her per diem as she didn't believe she received it. Ms. Egbert will check with the Fiscal Department

O&P Report

Ms. Egbert gave an overview of the progress of the new database. There have been numerous issues that have had to be addressed and which will continue to be improved to make the applications a better tool for O&P. The Marriage and Family Therapy Board is scheduled to go live on the evening of September 4, 2014. There will be notices posted on both the O&P and Marriage and Family Therapy websites regarding implementation of the new system.

It was brought up that the Online Verification, when printed to be used as proof of licensure is not professional and anyone could type one up that looked like what is produced on the system. The Board would like to see the verification put on letterhead or a seal be included on the verification.

As always, Mr. Slone can be contacted via phone or e-mail.

Attorney Report

Ms. Evans reported that she has submitted 201 KAR 32:035 in regard to Supervision of Marriage and Family Therapy Associates with an effective date of January 1, 2016. It will be open for public comment on September 24, 2014 at 10:00 a.m. Ms. Evans is still working on 201 KAR 32:025 and 201 KAR 32:060 in regard to Continuing Education and will present it at the next Board meeting.

Old Business

Responses to all correspondence completed following the last Board meeting held on July 24, 2014 were included in the meeting packets for the Board's review.

- a. Revised Forms – Ongoing – Table to next meeting
- b. Letter from Wallace Pierce Law – Response Sent
- c. E-Mail from Jack Cox – Response Sent
- d. E-Mail from Dave Clapper – Response given at meeting
- e. E-Mail from Karen Bess – Response Sent
- f. Insufficient Funds for renewal – KCB – Response Sent
- g. E-Mail from Dominic Baisas – Response Sent

New Business

Thank you notes were received from Sandra Miller and Richard Harmon for the plaques that the Board sent to them in appreciation of their service on the Board and to the public.

The current retention schedule states that the retention for Renewals is currently set at two (2) years. Following discussion of the importance of the renewals, Mary Badami made a motion to have #05592 changed from two (2) years to 50 years. Mary Ellen Yates seconded the motion which passed unanimously. Ms. Egbert will check with Mr. Slone to see what the procedure is to have this changed.

An e-mail from Laura Kintner was received asking if clinical hours she has already obtained would count towards her LMFT and if she accepts a job at Our Lady of Peace in Louisville as an Assessment Clinician would count toward her LMFT. The Board responded that they do not pre-approve applications and/or jobs. She must submit an application for the Board to review the hours and the job description at the regularly scheduled meeting.

Diann Klug submitted her Certificate of Completion of a six hour Supervision Course – non AAMFT Track – including one hour of Kentucky Law requesting that she be approved as a Board Approved Licensed Marriage and Family Therapy Supervisor. Marie Ruf made a motion to approve Ms. Klug's request. Mary Ellen Yates seconded the motion and it was passed unanimously.

Megan Moss Salathe also submitted a request to be approved as a Board Approved Supervisor along with a certificate of completion of the six hour supervision course.

Marie Ruf moved to accept Ms. Salathe as a LMFT Board Approved Supervisor. Mary Ellen Yates seconded the motion and it was passed unanimously.

An e-mail was received from Jack Cox requesting that he be allowed to do supervision by SKYPE for a two hour section of time for a one time approval as he is going to be out of town and felt this may meet the definition of a "hardship." The Board responded that SKYPE is not an option as all supervision must be done face-to-face in person and that being out of town would not constitute a hardship. He would have to make up the two hours at another time.

A letter was received from Sharon Elieen Arflin requesting permission to obtain an emergency supervisor due to the error made by the Board in approving Cynthia Scott as a Board Approved Supervisor when she was not qualified to act in that role. She has requested that Bruce Hey, LCSW, MA serve as her emergency supervisor while she continues to seek an approved LMFT supervisor during the next 90 days. She will contact the Board and submit a new Plan of Supervision within the 90 day window. Mary Ellen Yates made a motion that the Board approves Mr. Hey as Ms. Arflin's supervisor for 90 days from this meeting date. Mary Badami seconded the motion and it was approved unanimously.

An e-mail was received from Eva Atkinson asking if it is within her scope of practice to "meet" with an off-campus/out of state student by telephone or other electronic means. The Board's response was to refer Ms. Atkinson to KRS 335.380 in regard to telehealth. There are no regulations to provide further guidance regarding your license. For further guidance the Board recommends that she refer to her malpractice insurance provider or private counsel.

Sandra Borrelli sent an e-mail asking if the Kentucky Board accepts Prometric's recommendation of a passing score of 66-68% on the national exam. The Board stated that they do accept the recommendation of Prometric's passing score of 66-68%.

Chair Jane Prouty talked with those who will be attending the Conference in regard to the AMFTRB Clearing House Questionnaire and developing a list of accomplishments since the last AMFTRB meeting.

The listing of disciplinary actions on the website and what should be included on the website was discussed. A consensus of the Board felt that all actions posted on the website contain the same degree of information which should include the settlement and final order.

The I-Pad inquiry status was responded to the Board through an e-mail to Ms. Prouty from Gordon Slone.

The Application Reviews were discussed. The reviews tend to take more and more time and it was suggested that Marcia Egbert call the lead on each category when the amount of applications within their category reaches 15. This would allow them the

option of coming in prior to the Board meeting and review applications and be reimbursed for their time. Mary Badami made a motion that the Board reimburse any Board member that comes in to review applications prior to the Board meeting. Mary Ellen Yates seconded the motion. The motion passed unanimously.

Complaints/Other Legal Matters

Ms. Prouty called for a “motion to go into closed session for the purpose of discussing proposed or pending litigation in accordance with KRS 61:810(1)(c) & (j). Mary Badami made a motion for the Board go into closed session at 3:27 p.m. Marie Ruf seconded the motion. Motion passed. Mary Badami made a motion to come out of closed session at 3:37 p.m. Brien Hill seconded the motion. Motion passed.

- 2013-007 – Mary Badami made a motion to offer a settlement agreement. Brien Hill seconded the motion. Motion carried.
- 2014-003 – Mary Badami made a motion to have the complaint investigated. Brien Hill seconded the motion. Motion carried.
- 2014-004 – The complainant requested to withdraw the complaint. Mary Badami made a motion to dismiss the complaint. Marie Ruf seconded the motion. The motion carried.
- 2014-005 – Mary Badami made a motion to have the complaint investigated. Karen Westbrook seconded the motion. The motion carried.
- 2014-006 – Mary Badami made a motion to dismiss the complaint. Marie Ruf seconded the motion. Motion carried.
- 2014-007 – Pending

Ms. Egbert will send files to the investigator on those complaints that were voted on to be investigated.

Application Review

- Mary Ellen Yates made a motion to accept all applications, renewals, audits, inactive status requests and Provider Applications as reviewed by the Committee. Marie Ruf seconded the motion and it was approved unanimously.
- Marie Ruf made a motion to accept all ratifications of applications, renewals, audits and Provider Applications reviewed by the Committee prior to this meeting. Mary Ellen Yates seconded the motion and it was approved unanimously.

Associates:

The following applications for Marriage and Family Therapist Associates were approved: *Lindsey Allen, Kimberly M. Bos, Daniel C. Melear, Shirley Miller, Daisy P. Perez, Neveah Janet M. Spors* upon receipt of \$25 license fee

The following application for Marriage and Family Therapist Associate was approved - (must complete 96 hours toward practicum): *Melaina Neyer Garrison*

The following applications for Marriage and Family Therapist Associates were deferred:
None

The following applications for Marriage and Family Therapist Associates were denied:
Beverly M. Haskins

The following Plans of Supervisions for Marriage and Family Therapist Associates were approved: *Chelsey Layne Barnett, Damon Cobble, Tonia N. Gonzalez, Elizabeth Johnson, Edith Mahaffey, Ricky A. Mattox, James M. Peters*

The following Renewals for Marriage and Family Therapist Associates were approved: *Khrystin Ballenger, Kristyn Blackburn, Julie K. Dreisbach, Jennifer Ennis, Katie Goins, Brandie Grisham, Joshua Love, Marta McKinnon, Britany Reed, David Rutledge, Shawn Lewis Stinson, Lauren Virant, Julia West, Janice M. Whorle, Samantha Graves, William Snyder*

The following Renewal for Marriage and Family Therapist Associate was deferred:
Michelle Brimm, Melissa L. Earnest, Joel Klepac, Camilla Smith, Mallory Thompson, Jesse Vice, Katherine Washington

The following Renewal for Marriage and Family Therapist Associate was denied: *None*

LMFT:

The following applications for Marriage and Family Therapists were approved:
Christopher Eric Davis, Rahsheeno Griffith

The following application for Marriage and Family Therapist was deferred: *Emily Ann Phan*

The following applications for Reactivation of their Marriage and Family Therapists licenses were approved: *Lacey Ryan, Melissa Lynn Soete*

The following Renewal Audits for Marriage and Family Therapists were approved:
Douglas A. Holm, Richard Welsh

The following Renewal Audits for Marriage and Family Therapists were deferred:
Erlene Grise-Owens, Michael Warford

Ratification of Online Renewals from 7/25/2014 thru 8/27/2014 for Marriage and Family Therapist were approved: (See attached list.)

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

Status Report: Unavailable due to migration of new database.

Exam Results: No Test Results received since last meeting.

The next meeting of the Marriage and Family Therapy Board has been scheduled for September 25, 2014 beginning 12:00 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Marie Ruf made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on August 28, 2014. Brien Hill seconded the motion. The motion passed unanimously.

Chair Jane Prouty adjourned the meeting at 3:45 p.m.
Respectively Submitted:

Marcia Egbert, Board Administrator

Ratifications for 7/24/2014 thru 8/27/2014